Materials Method N.Y. 10.1
June, 1971

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
MATERIALS BUREAU

FORMS INSTRUCTION
CEMENT SHIPMENT AUTHORIZATION
FORM BR 44

SCOPE

Form BR 44 entitled "Cement Shipment Authorization" is executed by a Department representative for all shipments of Department tested and accepted cement from a Mill or Distribution Terminal of a Manufacturer approved by the Materials Bureau to produce and supply cement under Paragraph B of the "List of Approved Cement Mills" issued by the Materials Bureau. The presence of a copy of this form with a vehicle transporting cement together with an intact lead car seal on each outlet serves as the initial evidence of acceptability of the cement for its incorporation, at a concrete batching/mixing facility into Department work or its storage at a Distribution Terminal under seal control for subsequent shipment to Department work.

Form BR 44 is a four part color coded snap-out form containing provisions for identification by the inspector of the cement shipped. One copy of the form accompanies the shipment vehicle, one is retained by the inspector and the other two are forwarded to the Materials Bureau. The Materials Bureau, after processing, forwards one copy as the final evidence of acceptability to the Regional Office or Inspection Authority responsible for the project or distribution terminal receiving the shipment.

EXECUTION AND TRANSMITTAL

1. All entries printed by ball point pen or typewriter.
2. Use sufficient pressure to assure legibility of all copies.
3. Rubber-stamp entries are not to be used.
4. All entries are to be in accordance with the instructions and examples contained in this method.

EXECUTION AND TRANSMITTAL (cont'd.)

5. Remove the white paper and buff card copies by carefully detaching them from the left hand stub of the form, without disrupting the remaining two copies of the assembled set.

6. The buff card shall accompany each transporting vehicle in the following manner:

   R.R. HOPPER CAR - Enclosed in waterproof envelope, Form BR 11, and attached to Department lead car seal on one of the bottom hopper outlets.

   R.R. BOX CAR - Enclosed in waterproof envelope, Form BR 11, and affixed by lead car seal to door latch.

   BULK TRUCK & BAG TRUCK - Stapled to shipment manifest and carried by the driver.

   BARGE - Enclosed in waterproof envelope, Form BR 11, and attached by lead car seal to the discharge connector.

7. The white copy is retained by the inspector for his permanent plant record.

8. Mail the remaining copies (yellow and green) with the stub intact.

   TO: Materials Bureau
   N.Y.S. Department of Transportation
   State Campus - Building #7
   1220 Washington Avenue
   Albany, New York 12226

9. The yellow copy is forwarded to the Regional Office having jurisdiction over the project receiving the shipment or to the Inspection Authority responsible for a Distribution Terminal receiving the shipment.

10. The green copy is retained by the Materials Bureau.

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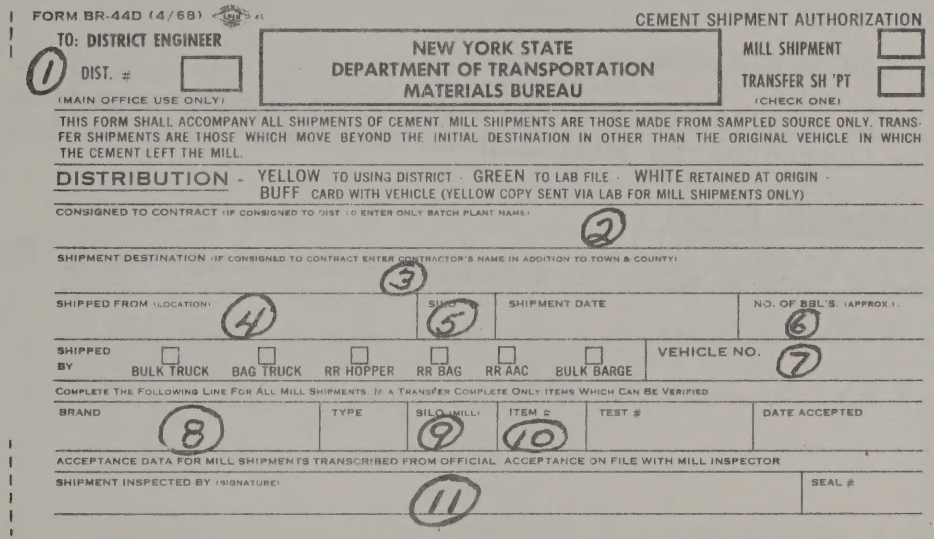
ENTRY INSTRUCTIONS

Form BR 44 is generally self-explanatory, however, some of the information required does necessitate further explanation. The numbers on the following facsimile refer to the numbered items listed below the example.



FORM BR-44D (4/68)

CEMENT SHIPMENT AUTHORIZATION

TO: DISTRICT ENGINEER

(1) DIST. # ☐ (MAIN OFFICE USE ONLY)

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
MATERIALS BUREAU

MILL SHIPMENT ☐
TRANSFER SH 'PT ☐
(CHECK ONE)

THIS FORM SHALL ACCOMPANY ALL SHIPMENTS OF CEMENT. MILL SHIPMENTS ARE THOSE MADE FROM SAMPLED SOURCE ONLY. TRANSFER SHIPMENTS ARE THOSE WHICH MOVE BEYOND THE INITIAL DESTINATION IN OTHER THAN THE ORIGINAL VEHICLE IN WHICH THE CEMENT LEFT THE MILL.

DISTRIBUTION - YELLOW TO USING DISTRICT - GREEN TO LAB FILE - WHITE RETAINED AT ORIGIN - BUFF CARD WITH VEHICLE (YELLOW COPY SENT VIA LAB FOR MILL SHIPMENTS ONLY)

CONSIGNED TO CONTRACT (IF CONSIGNED TO DIST. TO ENTER ONLY BATCH PLANT NAME) (2)

SHIPMENT DESTINATION (IF CONSIGNED TO CONTRACT ENTER CONTRACTOR'S NAME IN ADDITION TO TOWN & COUNTY) (3)

SHIPPED FROM (LOCATION) (4)	SILO (5)	SHIPMENT DATE	NO. OF BBL'S. (APPROX.) (6)

SHIPPED BY ☐ BULK TRUCK ☐ BAG TRUCK ☐ RR HOPPER ☐ RR BAG ☐ RR AAC ☐ BULK BARGE — VEHICLE NO. (7)

COMPLETE THE FOLLOWING LINE FOR ALL MILL SHIPMENTS. IF A TRANSFER COMPLETE ONLY ITEMS WHICH CAN BE VERIFIED

BRAND (8)	TYPE	SILO (MILL) (9)	ITEM # (10)	TEST #	DATE ACCEPTED

ACCEPTANCE DATA FOR MILL SHIPMENTS TRANSCRIBED FROM OFFICIAL ACCEPTANCE ON FILE WITH MILL INSPECTOR

SHIPMENT INSPECTED BY (SIGNATURE) (11) — SEAL #

1. Leave this box blank.

2. Enter only the name of the batch plant/mixing facility. This applies to all regions.

3. Enter only the geographic location of the batch plant/ mixing facility. Include the county if known.

4. Enter the location of the mill.

5. Enter the silo number from which the cement was drawn.

6. Enter the quantity in barrels. Since this is an approximate figure, fractional numbers should be rounded to nearest whole number.

NYSDOT
Library
50 Wolf Road, POD 34
Albany, New York 12232

ENTRY INSTRUCTIONS (cont'd.)

7. Enter the vehicle number. In the case of trucks, the trailer number only is required. Bulk barges are identified by name. Railroad cars are self-explanatory.

8. Enter the brand name of the cement.

9. This space is used only in cases of Transfer Shipments and relates to space 5 as follows: The inspector at the Distribution Terminal shall note the transfer silo number in space 5 and the Mill silo in space 9 in accordance with the BR 44 received from the Mill inspector.

10. Leave the box blank.

11. This line shall include the Region or Agency represented by the inspector in addition to the other information.

EXAMPLES OF COMPLETED FORMS

1. Shipment from a Mill to a Concrete Batching/Mixing Facility

FORM BR-44D (4/68)

CEMENT SHIPMENT AUTHORIZATION

TO: DISTRICT ENGINEER

DIST. # ☐ (MAIN OFFICE USE ONLY)

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
MATERIALS BUREAU

MILL SHIPMENT ☒
TRANSFER SH 'PT ☐ (CHECK ONE)

THIS FORM SHALL ACCOMPANY ALL SHIPMENTS OF CEMENT. MILL SHIPMENTS ARE THOSE MADE FROM SAMPLED SOURCE ONLY. TRANSFER SHIPMENTS ARE THOSE WHICH MOVE BEYOND THE INITIAL DESTINATION IN OTHER THAN THE ORIGINAL VEHICLE IN WHICH THE CEMENT LEFT THE MILL.

DISTRIBUTION - YELLOW TO USING DISTRICT · GREEN TO LAB FILE · WHITE RETAINED AT ORIGIN · BUFF CARD WITH VEHICLE (YELLOW COPY SENT VIA LAB FOR MILL SHIPMENTS ONLY)

CONSIGNED TO CONTRACT (IF CONSIGNED TO DIST 10 ENTER ONLY BATCH PLANT NAME): HARDER CONC. CO.

SHIPMENT DESTINATION (IF CONSIGNED TO CONTRACT ENTER CONTRACTOR'S NAME IN ADDITION TO TOWN & COUNTY): CONNOLLY, N.Y.

SHIPPED FROM (LOCATION)	SILO	SHIPMENT DATE	NO. OF BBL'S. (APPROX.)
CEMENTOWN N.Y.	T-10	5-27-71	120

SHIPPED BY: ☒ BULK TRUCK ☐ BAG TRUCK ☐ RR HOPPER ☐ RR BAG ☐ RR-AAC ☐ BULK BARGE — VEHICLE NO. 126

COMPLETE THE FOLLOWING LINE FOR ALL MILL SHIPMENTS. IF A TRANSFER COMPLETE ONLY ITEMS WHICH CAN BE VERIFIED

BRAND	TYPE	SILO (MILL)	ITEM #	TEST #	DATE ACCEPTED
ACME	2	71		71-CC-27	5/5/71

ACCEPTANCE DATA FOR MILL SHIPMENTS TRANSCRIBED FROM OFFICIAL ACCEPTANCE ON FILE WITH MILL INSPECTOR

SHIPMENT INSPECTED BY (SIGNATURE): William Smith — SEAL # 112

EXAMPLES OF COMPLETED FORMS (cont'd.)

2. Shipment from a Mill to a Distribution Terminal

FORM BR-44D (4/68)

CEMENT SHIPMENT AUTHORIZATION

TO: DISTRICT ENGINEER

DIST. # ☐ (MAIN OFFICE USE ONLY)

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
MATERIALS BUREAU

MILL SHIPMENT ☒
TRANSFER SH 'PT ☐ (CHECK ONE)

THIS FORM SHALL ACCOMPANY ALL SHIPMENTS OF CEMENT. MILL SHIPMENTS ARE THOSE MADE FROM SAMPLED SOURCE ONLY. TRANSFER SHIPMENTS ARE THOSE WHICH MOVE BEYOND THE INITIAL DESTINATION IN OTHER THAN THE ORIGINAL VEHICLE IN WHICH THE CEMENT LEFT THE MILL.

DISTRIBUTION - YELLOW TO USING DISTRICT - GREEN TO LAB FILE - WHITE RETAINED AT ORIGIN - BUFF CARD WITH VEHICLE (YELLOW COPY SENT VIA LAB FOR MILL SHIPMENTS ONLY)

CONSIGNED TO CONTRACT (IF CONSIGNED TO DIST TO ENTER ONLY BATCH PLANT NAME)
ACME CEMENT Co.

SHIPMENT DESTINATION (IF CONSIGNED TO CONTRACT ENTER CONTRACTOR'S NAME IN ADDITION TO TOWN & COUNTY)
BROOKLINE, N.Y.

SHIPPED FROM (LOCATION)	SILO	SHIPMENT DATE	NO. OF BBL'S. (APPROX.)
CEMENTOWN N.Y.	B-2	5-27-71	5,000 bbls

SHIPPED BY ☐ BULK TRUCK ☐ BAG TRUCK ☐ RR HOPPER ☐ RR BAG ☐ RR-AAC ☒ BULK BARGE — VEHICLE NO. MEIANIE III

COMPLETE THE FOLLOWING LINE FOR ALL MILL SHIPMENTS. IF A TRANSFER COMPLETE ONLY ITEMS WHICH CAN BE VERIFIED

BRAND	TYPE	SILO (MILL)	ITEM #	TEST #	DATE ACCEPTED
ACME	2	60		71-CC-11	6/9/71

ACCEPTANCE DATA FOR MILL SHIPMENTS TRANSCRIBED FROM OFFICIAL ACCEPTANCE ON FILE WITH MILL INSPECTOR

SHIPMENT INSPECTED BY (SIGNATURE) John Doe II Rec. 10 — SEAL # 123

3. Shipment from a Distribution Terminal to a Concrete Batching/Mixing Facility

FORM BR-44D (4/68)

CEMENT SHIPMENT AUTHORIZATION

TO: DISTRICT ENGINEER

DIST. # ☐ (MAIN OFFICE USE ONLY)

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
MATERIALS BUREAU

MILL SHIPMENT ☐
TRANSFER SH 'PT ☒ (CHECK ONE)

THIS FORM SHALL ACCOMPANY ALL SHIPMENTS OF CEMENT. MILL SHIPMENTS ARE THOSE MADE FROM SAMPLED SOURCE ONLY. TRANSFER SHIPMENTS ARE THOSE WHICH MOVE BEYOND THE INITIAL DESTINATION IN OTHER THAN THE ORIGINAL VEHICLE IN WHICH THE CEMENT LEFT THE MILL.

DISTRIBUTION - YELLOW TO USING DISTRICT - GREEN TO LAB FILE - WHITE RETAINED AT ORIGIN - BUFF CARD WITH VEHICLE (YELLOW COPY SENT VIA LAB FOR MILL SHIPMENTS ONLY)

CONSIGNED TO CONTRACT (IF CONSIGNED TO DIST TO ENTER ONLY BATCH PLANT NAME)
XYZ CONC. Co.

SHIPMENT DESTINATION (IF CONSIGNED TO CONTRACT ENTER CONTRACTOR'S NAME IN ADDITION TO TOWN & COUNTY)
BRONCS N.Y.

SHIPPED FROM (LOCATION)	SILO	SHIPMENT DATE	NO. OF BBL'S (APPROX.)
BROOKLINE N.Y.	4	6-12-71	121

SHIPPED BY ☒ BULK TRUCK ☐ BAG TRUCK ☐ RR HOPPER ☐ RR BAG ☐ RR-AAC ☐ BULK BARGE — VEHICLE NO. TR 717

COMPLETE THE FOLLOWING LINE FOR ALL MILL SHIPMENTS. IF A TRANSFER COMPLETE ONLY ITEMS WHICH CAN BE VERIFIED

BRAND	TYPE	SILO (MILL)	ITEM #	TEST #	DATE ACCEPTED
ACME	2	22		71-CC-27	5-5-71

ACCEPTANCE DATA FOR MILL SHIPMENTS TRANSCRIBED FROM OFFICIAL ACCEPTANCE ON FILE WITH MILL INSPECTOR

SHIPMENT INSPECTED BY (SIGNATURE) L. A. Batts Rec. 3 — SEAL # 123

01488
LRI